

Arlington Cultural District Managing Partnership Agreement

The Town of Arlington and the Arlington Cultural District Managing Partnership have partnered to establish the Arlington Cultural District. The Town supports this effort through a resolution approved by the Board of Selectmen on June 6, 2016 and has designated two (2) Town Representatives to work with the Managing Partnership.

I. PURPOSE OF THE AGREEMENT

This is a voluntary agreement ("Agreement") between members of the Arlington Cultural District Managing Partnership ("MP") setting out the responsibilities of each party in pursuing the mission and management of the cultural district as designated by the Massachusetts Cultural Council.

The mission of the Arlington Cultural District ("ACD") is to support the artistic, creative and cultural assets located within the designated district and the town, and to promote the same to surrounding communities and the region. The goals of the district per the Resolution: 1) attract artists and cultural enterprise; 2) create a stronger partnership between the business community and the nonprofit and civic sectors; 3) encourage job development and economic vitality; 4) establish tourist destinations; 5) preserve and reuse historic buildings; and 6) enhance property values.

Upon recognition by the Commonwealth of Massachusetts as a designated cultural district, the MP becomes the management entity of the ACD. The MP will be accountable to the Town of Arlington as the governing authority of the ACD.

II. MANAGING PARTNERSHIP

For a full list of partners, see the final page of this Agreement. The list of partners may be revised or added to at the discretion of the MP with a majority vote. Any member of this partnership may withdraw at any time or be removed by majority vote of the MP. There shall be a minimum of five (5) core managing partners in the MP consisting of one (1) representative from Arlington's Libraries, one (1) representative from the Town of Arlington Planning and Community Development Department, one (1) representative from the Arlington Center for the Arts, one (1) representative of the Arlington Chamber of Commerce, and one (1) representative of an East Arlington business or organization.

Each partner shall name an individual authorized to represent them in participating in ACD decision-making and activities. Each partner agrees to respond to email communications from the Coordinator, and access materials distributed via the Arlington Cultural District directory in Google drive (or a similar cloud storage method to be determined by the Coordinator). There will be a quarterly meeting of the MP. All partners are expected to attend. MP partners will also be authorized to take votes at meetings.

Roles within the MP:

Coordinator: responsible for scheduling meetings, creating and disseminating agendas, designating a minutes-taker at meetings, distributing minutes, establishing communications methods and keeping the ACD directory up to date, and assembling the ACD Annual Report.

Fiscal Manager: see section III.

Marketing Czars: responsible for coordinating efforts to market the cultural district, including the formation and oversight of subcommittees to explore the feasibility of marketing ideas raised during MP meetings or public meetings.

Impact Analyst: responsible for identifying and implementing ways to measure how the ACD is achieving the MP's goals. The Impact Analyst will assemble data from fellow MPs and/or appropriate town departments for the ACD Annual Report. All data shall be stored in the online ACD directory.

Members at-Large: not assigned or responsible for specific duties beyond the requirements outlined for MP members noted herein.

Other roles may be defined and voted upon at a later date by the MP.

III. FINANCES

Funds raised by the MP shall be managed by a representative from the Arlington Chamber of Commerce who will be known as the Fiscal Manager within the MP. A financial report will be given at each MP meeting and for the purpose of assembling the annual report to the Board of Selectmen.

The Town of Arlington is not obligated to expend any public funds by entering into this agreement. No member of this partnership shall be bound to any financial obligation without approval of the appropriate body within their organization and for expenditure of funds for their appropriated purposes.

IV. AGREEMENT

The Town of Arlington agrees to participate in efforts to create, promote and sustain the ACD by:

1. Endorsing the submission of the cultural district application to the Massachusetts Cultural Council.
2. Endorsing the cultural district goals: attracting artists and cultural enterprises, encouraging business and job development, establishing tourist destinations, preserving

and reusing historic buildings, enhancing property values, and fostering local cultural development.

3. Appointing town officials to represent the town within the managing partnership of said cultural district.
4. Encouraging all who own property or businesses within said cultural district to involve themselves and participate in the development and advancement of the cultural district.
5. Directing town agencies to identify programs, cultivate resources, and provide services that support and enhance the development and advancement of the cultural district and ensuring that those programs, resources, and services are made accessible throughout the cultural district.

The MP agrees to lead the efforts to create, promote and sustain the ACD by:

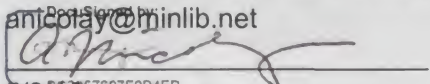
1. Participating in the governance and activities of the MP, and volunteering for subcommittee work when appropriate.
2. Encouraging local artists, makers, creative businesses and cultural organizations to identify themselves as being part of the ACD.
3. Cooperating in marketing initiatives that are identified and endorsed by the MP and its Marketing Czars, including social media blasts.
4. Representing the ACD and its goals at appropriate town committees and civic meetings as identified by the MP.
5. Supporting efforts to achieve consistency of identity through a variety of methods (i.e. signage, logo, colors).
6. Fostering partnerships and opportunities between local entities and individual artists.
7. Providing advice and stewardship of the economic sustainability of the ACD.

EFFECTIVE DATE AND DURATION OF AGREEMENT

This agreement shall take effect immediately upon its endorsement and may be amended at any time by a majority vote of the MPs.

AGREED TO BY:

CORE MANAGING PARTNERS:

NAME: Andrea Nicolay
OFFICE: Director of Libraries, ACD Coordinator
EMAIL: andnicolay@minlib.net
SIGNATURE: 
DATE: 5/9/16 5/9/2016

NAME: Jennifer Raitt
OFFICE: Director, Department of Planning and Community Development,
ACD Impact Analyst

EMAIL: jraitt@town.arlington.ma.us

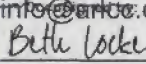
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DATE:

NAME: Beth Locke

OFFICE: Executive Director, Arlington Chamber of Commerce, ACD Fiscal Manager

EMAIL: info@arlc.org

SIGNATURE: 

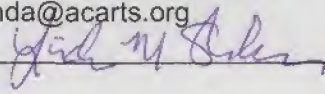
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NAME: Linda Shoemaker

OFFICE: Director of Arlington Center for the Arts, ACD Marketing Czar

EMAIL: linda@acarts.org

SIGNATURE: 

DATE:

NAME: Jan Whitted

OFFICE: Capitol Square Business Association, ACD East Arlington Representative

EMAIL: jan@artheastonline.com

SIGNATURE: 

DATE:

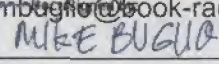
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MANAGING PARTNERS AT-LARGE:

NAME: Mike Buglio

OFFICE: Arlington Center Merchants Association

EMAIL: mbuglio@book-rack.com

SIGNATURE: 

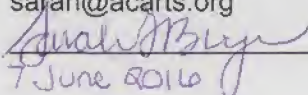
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NAME: Sarah Buyer

OFFICE: Arlington Center for the Arts

EMAIL: sarah@acarts.org

SIGNATURE: 

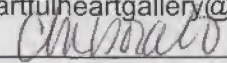
DATE:

7 June 2016

NAME: Carla Dorato

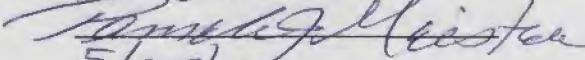
OFFICE: Arlington Center Merchants Association

EMAIL: artfulheartgallery@gmail.com

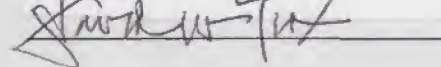
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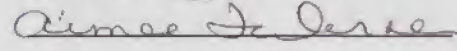
NAME: Pamela Meister
OFFICE: Arlington Historical Society
EMAIL: pamela@themeisters.net

SIGNATURE: 
DATE: 5/25/14

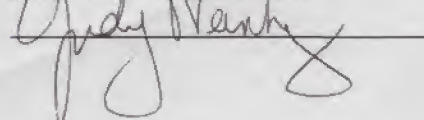
NAME: David Wilcox
OFFICE: St. John's Coffeehouse
EMAIL: dkwl@earthlink.net

SIGNATURE: 
DATE:

NAME: Aimee Taberner
OFFICE: Cyrus E. Dallin Museum
EMAIL: aimtaberner@yahoo.com

SIGNATURE: 
DATE:

NAME: Judy Weinberg
OFFICE: Arlington Friends of the Drama
EMAIL: judyweinberg@remax.net

SIGNATURE: 
DATE: